



**BUSBOSS™**  
**CAMPERpatrol**

## **Summer Camp Routing Management Software Solution**



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## INTRODUCTION

BusBoss CAMPERpatrol is a system used by camps to store camper weekly session information and build routes for transporting these campers. CAMPERpatrol is a web-based system hosted by Orbit Software, Inc. The user data (campers, stops, routes, sessions, and reports) is stored in a SQL server database.

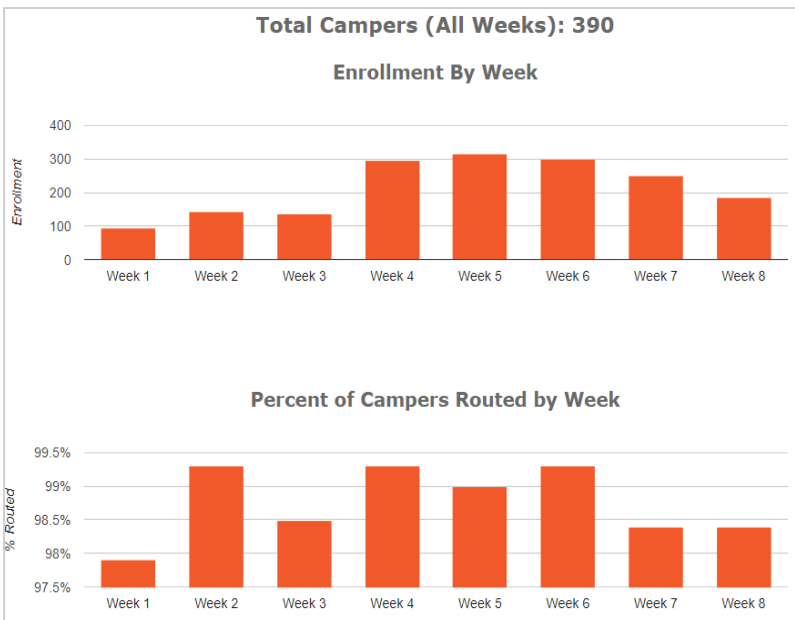
### User & Parent Registration

You have the ability to add unlimited users and also allow parents to register for an account and they will be able to view their particular child's or children's information.










Parents can only see campers that have a guardian email address set under the individual camper's information screen. The information displayed for the guardian indicates the week and camp information for the individual camper along with pickup and drop off information.

## MAIN SCREEN

This screen shows bar graphs indicating the total campers for all weeks, the enrollment by week, and the percent of campers routed by week. You can hover over any of the individual bars in the graph to get a tooltip showing you the exact number, or percentage routed.



## Camper Information

Camper	Address	Weeks	Allergies	AM Stop	AM Time	AM Van	PM Stop	PM Time	PM Van
<input checked="" type="checkbox"/>  Abramowitz, Eddie	140 Cabrini Blvd. #86 ...	00000000		NE corner of 181st St at Cabrini Blvd	8:35 AM	18	NE corner of 181st St at Cabrini Blvd	4:50 PM	18
<input checked="" type="checkbox"/>  Albright, Ian	145 W. 67th St. Apt 3G...	00000000		NE corner of Amsterdam Ave at 68th St	8:18 AM	10	NE corner of Amsterdam Ave at 68th St	4:35 PM	10
<input checked="" type="checkbox"/>  Alonso, Amanda	3850 Hudson Manor Te...	00000000	pollen	SE corner of Independence Ave & W. 237th St (RJC)	8:45 AM	17	SW corner of Independence Ave at 237th St (RKA)	4:05 PM	17
<input checked="" type="checkbox"/>  Ambler, Sally (Sarah)	131 E 93rd st 9D New ...	00000000		NE corner of 3rd Ave at 95th St	8:25 AM	06	SW corner of Lexington Ave at 95th St	4:20 PM	06
<input checked="" type="checkbox"/>  Ames, Anna	37 West 126th st New ...	00000000		NE corner of Lenox Ave at 116th	8:08 AM	18	NE corner of Lenox Ave at 116th	4:50 PM	18
<input checked="" type="checkbox"/>  Arul, Shayana	525 E 72nd Street Apt...	00000000		NE corner of 1st Ave at 71st St	8:15 AM	04	NW corner of 2nd Ave at 71st St	4:25 PM	04
<input checked="" type="checkbox"/>  August, Dee Dee	1110 Park Ave Apt G N...	00000000		SE corner of Madison Ave at 89th St	8:10 AM	08	SE corner of Madison Ave at 89th St	4:33 PM	08
<input checked="" type="checkbox"/>  August, Ned	1110 Park Ave Apt G N...	00000000		SE corner of Madison Ave at 89th St	8:10 AM	08	SE corner of Madison Ave at 89th St	4:33 PM	08
<input checked="" type="checkbox"/>  Bahrampour, Benjamin	1175 York Avenue 7H ...	00000000		NE corner of 1st Ave at 68th St	8:10 AM	04	NW corner of 2nd Ave at 68th St	4:28 PM	04

### Camper Info Screen

Under the individual camper you also have the ability to indicate any allergies that he/she may have, any notes that you may wish to include, and a checkbox to indicate whether the camper has the choice to walk from the bus stop to their home, and does not need to be met by a guardian.

## Guardian Information

**Guardians** Add Guardian

Name	Home Phone	Cell Phone	Work Phone	Email	Receive Camper	Relationship
Guardian 1	215-555-1212			Guardian1@gmail.com	Yes	Parent
Guardian 2	215-555-1212		215-555-1213	Guardian2@yahoo.com	No	Other ▼

### Guardian Info Screen

This will allow you to enter guardian's name, contact information, whether the individual is allowed to receive the camper, and what the guardian's relationship is to the camper. You are also able to enter multiple guardians.

## Camps Attending

Week	Camp	Group
1	3D Modeling for Games	Tech Camp: 3D Modeling for Games
2	(Not Attending)	
3	Junior Code Squad	Tech Camp: Junior Code Squad
4	(Not Attending)	
5		
6		
7		
8		
9		

### Camps Attending Screen

You have the ability to specify the camp that the individual camper will be attending for each week (weeks 1-9). Along with the associated group for the individual's camping week.

## Stops

This option will display your stop information in a grid (see below) with column headings indicate the stop description, number of routes that the stop is currently being used on, and number of campers assigned to the stop as well as any address information.

	Description	Routes	Students	Address
⊕	<new stop>	0	0	
⊕	10th Ave between 56-57th Sts (east side of street)	4	4	
⊕	15 Walnut Avenue, Pelham	2	1	
⊕	2500 Johnson Ave (Winston Churchill CURBSIDE not ...	3	1	
⊕	3883 Bailey Ave (across from back of 3900 Bailey)	1	1	
⊕	3900 Bailey Avenue, Bronx (wks 3-8)	1	1	
⊕	500 Kappock Street (across from 2500 Johnson)	3	1	
⊕	8th Ave btwn 52nd-53rd St (east side of street)	5	2	
⊕	Boyd and Pittman Ave Bronx (wks 3-8)	2	1	
⊕	Broadway between 89th-90th St (Northbound side)	4	5	
⊕	Broadway between 99th-100th St (Northbound side)	2	11	
⊕	Central Park West between 67-68th St (southbound)	1	6	
⊕	Central Park West between 67-68th Sts (northbound)	3	6	
⊕	East Houston Street between Lafayette & Mulberry St...	1	0	
⊕	Fort Washington Ave at 190th St	2	6	
⊕	Frederick Douglass Blvd at 121st St (southside)	2	2	
⊕	Frederick Douglass Blvd between 137-138th Sts	2	4	
⊕	Johnson Ave at Oxford Ave	0	0	
⊕	Kappock St at Palisade Ave	4	1	
⊕	Midway between Greenwich Ave & 12th Street on 7th	4	8	
⊕	NE corner Johnson Ave at W.235th St (bank)	6	5	
⊕	NE corner of 181st St at Cabrini Blvd	2	1	
⊕	NE corner of 1st Ave at 56th St	2	5	

Display All Stops

### Stops Screen

## Routes

Current routing information is displayed for both pickup and drop off.

The information displayed from left to right is:

- Van number for the route **Note:** This field is editable
- Number of stops on route
- Route Description **Note:** This field is editable
- Weeks 1 through 9 with the corresponding number of campers assigned to that route for each particular week.

	Van	Stops	Pickup	Description	W1	W2	W3	W4	W5	W6	W7	W8	W9
	01	6		AM Downtown East Side Below 40th Street - Meets at 1st s...	4	8	0	6	9	5	7	3	0
	01	6		PM Downtown East Side Below 40th Street	4	8	0	6	9	5	7	3	0
	02	6		AM DOWNTOWN WEST SIDE South of Canal Street - Meets...	0	0	0	9	11	9	6	4	0
	02	7		PM DOWNTOWN WEST SIDE South of Canal Street	0	0	0	8	10	8	5	4	0
	03	10		AM DOWNTOWN WEST SIDE Below 23rd Street- COUNSEL...	16	18	7	14	11	13	9	7	5
	03	9		PM DOWNTOWN WEST SIDE Below 23rd Street	16	18	6	13	10	12	8	6	5
	04	9		AM EAST SIDE YORK AVE 1ST/AVE 2ND AVE - Meets at 1st...	0	0	20	14	19	17	16	12	8
	04	8		PM EAST SIDE YORK AVE 1ST/AVE 2ND AVE	0	0	19	14	18	16	15	11	8
	05	8		AM EAST SIDE 3RD AVE/LEXINGTON AVE - Meets at 1st St...	10	21	13	13	11	13	12	15	11
	05	9		PM EAST SIDE 3RD AVE/LEXINGTON AVE	10	21	14	13	11	13	12	16	11
	06	4		AM UPPER EAST SIDE 83-95th St/3rd Ave/Lex - Meets at 1...	0	0	0	13	14	11	7	0	0
	06	4		PM UPPER EAST SIDE 83-95th St/3rd Ave/Lex - WEEKS 4-6	0	0	0	14	16	13	9	0	0
	07	7		AM UES-YORK AVE 73rd-90th St - Meets at 1st stop	6	10	0	16	16	16	11	8	4
	07	7		PM UPPER EAST SIDE YORK AVE	6	10	0	16	16	16	11	8	4
	08	10		AM UES Madison & Park Ave - Meets at 1st stop	5	10	6	9	9	13	14	10	7
	08	11		PM UPPER EAST SIDE Madison & Park Ave	5	10	6	9	9	13	14	10	7
	09	9		AM UWS CPW - Meets at 1st Stop	13	17	15	15	15	16	15	19	12
	09	12		PM UWS CPW Modified Wk 2	13	17	15	15	15	16	15	19	12
	10	7		AM West- 10th Ave/Amsterdam Ave: 52nd St-80s - Meets ...	0	16	0	19	20	17	15	12	0
	10	7		PM West Side - 10th Ave/Amsterdam Ave: 52nd St-80s	0	16	0	19	20	17	15	12	0

### Routes Screen

**Van 19 - AM UWS-West End/Broadway - Weeks 4-8 - Meets at 1st stop**

Counselor:  Phone:

Pickup Route

	#	Time	Description	Students
			1 8:10 AM SE corner of West End Ave at 102nd St	6
			2 8:15 AM SE corner of West End Ave at 106th St	2
			3 8:20 AM NE corner of Broadway at 110th St	6
			4 8:30 AM NE Corner of Riverside Dr at 119th St	1
			5 SE corner of 8th Ave at 20th Street	0

### Route Info Screen

## Camper Transportation Information

Transportation								
Week	AM Stop	AM Route	AM Time	AM Van	PM Stop	PM Route	PM Time	PM Van
1	15 Walnut Avenue, Pelham	AM WESTCHEST...	7:50 AM	17	15 Walnut Avenue, Pelham	PM WESTCHEST...	4:50 PM	17
2								
3	15 Walnut Avenue, Pelham	AM WESTCHEST...	7:50 AM	17	15 Walnut Avenue, Pelham	PM WESTCHEST...	4:50 PM	17
4								
5								
6								
7								
8								
9								

### Transportation Screen

Once the camper has been assigned to the appropriate stop, if the stop is on an existing route that services the camp being attended, the route assignment, time, and van will be automatically populated. You have the ability to indicate either AM stop information, PM stop information or both AM and PM.

## Map

The software has a Google maps display, which allows you to look up and pinpoint the individual bus stop assigned to the camper by using the go to option. Within the google map display you have the ability to change the map display from regular map view to satellite view. Additionally, when clicking the display option, you have the following choices: display all students, display routed students, display un-routed students and display all stops.



### Map Screen

## Email by Route/Week

This allows you to send mass emails to the parents/guardians of campers based on both the bus stop and camper week. This can be accomplished by clicking on the particular week number/number of student that is displayed in blue within the grid.

Include Email Body

Van	Description	1	2	3	4	5	6	7	8
	<new route>	0	0	0	0	0	0	0	0
	01 AM DOWNTOWN EAST SIDE to 30s - Meet at 1st Pick up	7	9	6	15	15	11	12	13
	01 PM DOWNTOWN EAST SIDE to 49th St - ALL WEEKS	6	9	5	15	15	11	12	13
	02 AM DOWNTOWN WEST SIDE South of Canal St - - Meet at 1st P...	9	9	9	12	13	14	10	7
	02 PM DOWNTOWN WEST SIDE South of Canal St - ALL WEEKS	9	8	8	13	14	14	9	7
	03 AM DOWNTOWN WEST SIDE South of 23rd St - - Meet at 1st Pl...	5	7	3	12	12	11	11	15
	03 PM DOWNTOWN WEST SIDE South of 23rd St - ALL WEEKS	5	7	3	12	12	11	11	15
	04 AM EAST SIDE 1st Ave AM/2nd Ave PM: 49th TO 71st ST - Mee...	0	9	0	13	15	10	9	14
	04 PM EAST SIDE 1st Ave AM/2nd Ave PM: 48th TO 71st ST	0	8	0	13	15	10	9	14
	05 AM UPPER EAST SIDE - 3rd/Lexington Ave Route 75th-83rd Sts...	10	9	6	11	11	9	11	8

Mass Email Selection Screen

## Reports

CAMPERpatrol provides a report menu with the following options:



Reports Menu

**Note:** Each of these reports will have a drop down in the upper left corner allowing you to indicate the week that you would like to report on (with the exception of the Post Card Report). Once you have made your selection the report will be generated.

### Driver Route

This report will display the following information for each route for the week selected:

- Van Number
- Route Description
- Counselor Information
- Total Campers
- Stop order, time, number of campers per stop, and stop description

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### Counselor

This report will display the following information for each route for the week selected:

- Van Number
- Counselor Information
- Stop Order and Stop Description
- Student name and camp attending (on the left)
- Day of the week grid (for each student)
- Guardian information (on the left)
- Allergies and notes pertaining to the student

### Bus Assignment by Group

This report will display the following information for each bus and group assignment for the week selected:

- Group Name
- Camper Name
- Bus assignment
- Counselor name and phone number

### Post Card

This report will display the following information for each Camper:

- Route Description
- Stop Time and Stop description
- Student Name and days transported
- Guardian name and contact information

### Mass Email

This report allows you to generate either an email or print the information for each camper which details his/her routing information, instructions and notes which can then be sent to the individual guardians specified for each of the campers.

The options available from this report include the ability to send current email, send mass email and a previous or next email button.

### Bus Assignment by Week

This report will display the following information for each camper for the week selected:

- Camper Name
- Camp Attending
- Van assignment
- Counselor Name and phone number

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**Note:** Each of these reports can be printed by using the print feature in your browser.

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## CONFIGURATION

Below are the choices available in the configuration settings.



### Import Students

Selecting this option allows you to import student information directly into CAMPERpatrol using an excel spreadsheet, or .CSV file.

### Import Routes

Selecting this option allows you to import route information directly into CAMPERpatrol using an excel spreadsheet, or .CSV file.

### Weekly Dates

The screen allows you to specify the individual start and end dates for each week that camp is in session for a maximum of nine weeks.

#### Weekly Dates

Week	Start Date	End Date	Visible To Parents
1	06/18/2018	06/22/2018	<input type="checkbox"/>
2	06/25/2018	06/29/2018	<input type="checkbox"/>
3	07/02/2018	07/06/2018	<input type="checkbox"/>
4	07/09/2018	07/13/2018	<input type="checkbox"/>
5	07/16/2018	07/20/2018	<input type="checkbox"/>
6	07/23/2018	07/27/2018	<input type="checkbox"/>
7	07/30/2018	08/03/2018	<input type="checkbox"/>
8	08/06/2018	08/10/2018	<input checked="" type="checkbox"/>
9	08/13/2018	08/17/2018	<input checked="" type="checkbox"/>

[Save](#)

Store the month, day, and year for each session. You can select the weeks to indicate whether that week's information will be visible to parent/guardians.

Below the date selection are two additional screens allowing you to customize the message displayed to the parent/guardian for dates that are visible and for dates that are not.

## Users

This option allows you to add, edit, delete, and email individual users.

Email	User Type	Enabled	Add User
 gmmastros@orbitsoftware.net	admin	Yes	
 james.kulp@orbitsoftware.net	admin	Yes	
 james.kulp@orbitsoftware.net	admin	Yes	

Users Screen

The new user will appear at the bottom of the grid with the default of <New Email>.

Add New User

		<New Email>	readonly	No
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You will then be able to set the user type to read only or admin. You are also able to enable and disable user accounts.

The system allows you to send a notification email to the user, informing them that they have been granted access to the program and providing them with instructions and a hyperlink.







The software described in this book is furnished under a service agreement and may be used only in accordance with the terms of the agreement.

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### **ONLINE SUPPORT FORUM**

[www.support.busboss.com](http://www.support.busboss.com)

### **TECHNICAL and SOFTWARE SUPPORT**

For specific technical and software questions about using BusBoss™ CAMPERpatrol, please call our experts at (866) 740-8994.

Your software support contract would cover unlimited telephone support concerning anything found in the User Guide.